



# City of Austin

Financial and Administrative Services Department  
Purchasing Office  
P. O. Box 1088, Austin, TX 78767  
(512) 974-2500

August 20, 2008

MEDIA ARTS & LITERACY INSTITUTE  
PO BOX 42188  
AUSTIN, TX 78704  
ANGELA WILLIAMSTON

Re: Purchase order CT - 5500- 08082002550  
2008 Special Opportunities

Dear Ms. Williamston:

The Austin City Council has approved the execution of a contract with your company for the above-referenced item as follows:

Responsible Department:	Economic Growth and Redevelopment Services
Department Contact Person:	Vincent Kitch
Department Contact Email Address:	Vincent.Kitch@ci.austin.tx.us
Department Contact Telephone:	(512) 974-9310
Project Name:	2008 Special Opportunities
Contractor Name:	MEDIA ARTS & LITERACY INSTITUTE
Contract Number:	CT - 5500- 08082002550
Contract Period:	N/A
Dollar Amount	\$5,000.00
Extension Options:	N/A
Requisition Number:	RQS-5500-08073102197
Solicitation Number:	N/A
Agenda Item Number:	18
Council Approval Date:	9/10/2007

Sincerely,

Mary Quintero-Herrera  
Enclosure

xc: Vincent Kitch, EGRSO  
Cultural Arts Division